

EATON COUNTY BOARD OF COMMISSIONERS

MEMBERS

Tim Barnes
Blake Mulder
Terrance Augustine
Brandon Haskell
Jeanne Pearl-Wright
Jane Whitacre
Mark J. Mudry
Joseph Brehler



MEMBERS

Brian Droscha
Dairus Reynnet
Wayne Ridge
Brian Lautzenheiser
Jim Mott
Jeremy Whittum
Barbara Rogers

1045 Independence Blvd, Charlotte, MI 48813

EATON COUNTY BOARD OF COMMISSIONERS/INFORMATION TECHNOLOGY & COMMUNICATION COMMITTEE

WEDNESDAY, APRIL 7, 2021, 4:00 P.M.

TO BE HELD VIRTUALLY

AGENDA

1. Call to Order.
2. Agenda Additions and Changes.
3. Approval of the March 3, 2021 Meeting Minutes.
4. Limited Public Comment.
5. Jail/Youth Facility Security System Project.
6. FY 2021-22 Computer Fund Budget Requests.
7. Miscellaneous.
8. Limited Public Comment.
9. Adjournment.

A quorum of the Board of Commissioners may be present at this meeting.

**INFORMATION TECHNOLOGY AND COMMUNICATION
COMMITTEE MEETING**

**WEDNESDAY, MARCH 3, 2021
4:00 P.M.
MINUTES**

MEMBERS PRESENT: Commissioners Wayne Ridge, Dairus Reynnet, Brian Droscha, Brandon Haskell, Brian Lautzenheiser, Mark Mudry and Barbara Rogers

ALSO PRESENT: Commissioner Jeremy Whittum, Jeff Parshall, and John Fuentes

Chairperson Ridge called the meeting to order at 4:00 p.m.

The Information Technology and Communication Committee met in virtual session of March 3, 2021 as permitted by PA 228 of 2020, as amended. The members made an announcement of the location from which they are attending remotely as follows:

Commissioner Droscha, their residence in Eaton Township, Eaton County, MI
Commissioner Haskell, their residence in Delta Township, Eaton County, MI
Commissioner Lautzenheiser, their residence in the City of Charlotte, Eaton County, MI
Commissioner Mudry, their residence in Delta Township, Eaton County, MI
Commissioner Rogers, their residence in Hamlin Township, Eaton County, MI
Commissioner Reynnet, their residence in Windsor Township, Eaton County, MI
Commissioner Ridge, their residence in the City of Charlotte, Eaton County, MI

Commissioner Lautzenheiser moved to approve the agenda, as presented. Commissioner Haskell seconded. Motion carried by unanimous roll call vote.

Commissioner Lautzenheiser moved to approve the minutes of the January 13, 2021 meeting, as presented. Commissioner Haskell seconded. Motion carried by unanimous roll call vote.

Technology Services Director, Jeff Parshall, provided an update on current projects including the completion of upgrades to court room technology which has been adapted to meet the courts' requirements to resume in-person jury trials beginning March 15, 2021, with enhanced public health protocols. It was also reported that the project to replace the Board of Commissioners' Room audio technology is scheduled for the last week of April, 2021.

Updates were also provided on software system replacements for Vital Records and Campaign Finance Reporting. It was also reported that planning is resuming to identify a solution to complete necessary upgrades, or replacement of the jail security and youth facility security systems that operate audio, video, and electronic door controls. Discussion held.

Commissioner Lautzenheiser moved to recommend approval of a resolution to recognize April as National County Government Month, to the Board of Commissioners, as presented. Commissioner Haskell seconded. Discussion held. Motion carried by unanimous roll call vote.

Chairperson Ridge adjourned the meeting at 4:40 p.m.

The next regularly scheduled meeting of the Information Technology and Communication Committee will be held on Wednesday, April 7, 2021 at 4:00 p.m.

Wayne Ridge, Chairperson

**Eaton County Technology Services
2021/2022 Budget Summary Report**

Contractual Services (298.228.000 Org)

Intern		Risk/Need Asmnt	Originally Requests	Amended Requests	2019-2020 Year Request
College student actively enrolled in Information Technology related course work.	Intern position leverage by IT to help assist with low level support calls. Also provides an excellent learning opportunity for students to obtain work place experience	4	21,502.00	21,502.00	21,502.00
			21,502.00	21,502.00	21,502.00
Security					
Duo	Selected solution to provide two-factor authentication. (Required by Criminal Justice Information Services) CJIS	4	9,760.00	9,760.00	8,800.00
Carbon Black	Antivirus software installed on all computers and servers.	4	25,840.00	25,840.00	20,240.00
Dark Trace	Cyber security appliance. Real-time tracking and detection of ill traffic on county's network.	4	29,500.00	29,500.00	30,000.00
Bomgar	Remote desktop support software (Required by CJIS)	4	18,000.00	18,000.00	18,000.00
SolarWinds	Software used to monitor, analyze, and alert of ill health of core network switches.	4	5,500.00	5,500.00	5,500.00
Cyfin	Logs user internet usage	4	2,500.00	2,500.00	2,500.00
Nessus	Network vulnerability scan functions required for audit certifications	4	2,500.00	2,500.00	2,500.00
ZIX	Email archiving, spam filtering, and threat protection	4	30,420.00	30,420.00	30,420.00
Manage Engine (Log360) SIEM	Central repository for hardware & software event logging. (Required by CJIS & PUB 1075 Audits)	4	6,000.00	6,000.00	6,000.00
AD Audit & Fileshare Audit	Software used to monitor file access and user network logins. (CJIS requires one year retention of logs.)	4	8,100.00	8,100.00	8,100.00
			138,120.00	138,120.00	132,060.00
Internet Connections					
ACD.NET	Primary internet connection.	4	22,000.00	22,000.00	22,000.00
WOW	Guest internet connections provided to the public and defense attorneys.	4	1,000.00	1,000.00	2,400.00
			23,000.00	23,000.00	24,400.00
Software Support					
SolarWinds Service Desk	Software used by IT to track service tickets and asset inventory.	4	12,000.00	12,000.00	10,000.00
PDQ	Software used by IT for rapid software deployment tool.	4	4,800.00	4,800.00	3,000.00
ESRI	Annual software renewal for GIS software.	4	30,000.00	30,000.00	28,000.00
MediaSignage	Software used in the courthouse lobby and Treasurer's Office to display information data about county services and events.	4	1,200.00	1,200.00	1,200.00
VEEAM	Software used by IT to create data backup jobs for all county servers and Microsoft Office 365.	4	19,000.00	19,000.00	21,000.00
VMWare	Software used by IT to create, manage, and configure the county's virtual server environment.	4	36,300.00	36,300.00	36,300.00
Laserfiche Software Support	Annual software renewal for the county's document imaging system	4	43,000.00	43,000.00	43,000.00
Laserfiche Connector Support	Screen scrapping software used by staff to auto populate required fields while scanning documents into Laserfiche.	4	3,500.00	3,500.00	3,500.00
Microsoft Office 365 G1 Email Accounts	Subscription email service provided by Microsoft. All email and mail servers will be hosted in the cloud at Microsoft.	4	47,904.00	47,904.00	47,904.00
Zoom	Digital Meeting platform that is used to conduct meetings and conversations that cannot be conducted in a face to face format.	3	5,000.00	5,000.00	-

Cannon Plotter Support	Annual support and maintenance on county only large format plotter. Used mostly by GIS staff for print maps.	4	1,200.00	1,200.00	1,200.00
Cerberus FTP	Annual Support for FIPS140-2 certified file transfer server	4	4,500.00	4,500.00	4,500.00
Dropbox	Annual Support for Dropbox file transfer application	4	12,000.00	12,000.00	12,000.00
Service Express AS/400 Maint	Annual support and maintenance on county archive AS/400 system.	4	1,000.00	1,000.00	1,000.00
Kofax Power PDF	Annual Support for PDF update and signature requirements	4	1,500.00	1,500.00	1,500.00
Meraki	Annual support and maintenance for enterprise wireless solution. (6 year term)	4			
Online Law Library by Westlaw	Annual renewal of electronic law library. This is required because the county no longer maintains a physical library.	4	30,000.00	30,000.00	30,000.00
			252,904.00	252,904.00	244,104.00
Website Hosting					
CivicPlus	Hosting security maintenance of county's website.	4	8,000.00	8,000.00	6,000.00
			8,000.00	8,000.00	6,000.00
Domain Names & SSL Certificates					
GoDaddy	Website domain name renewals and SSL certificate renewals. (Examples: <i>www.eatoncounty.org, geo.eatoncounty.org, etc.</i>)	4	6,000.00	6,000.00	4,700.00
			6,000.00	6,000.00	4,700.00
CISCO Smartnet					
Logicalis	Annual hardware support on the county's CISCO gear. (Examples: phone system, switches, voice gateways (VG's), firewall, etc.	4	48,000.00	48,000.00	38,800.00
			48,000.00	48,000.00	38,800.00
Failed Device Reportment Fund					
	A fund to replace failed devices that were not identified for replace in normal budget.	4	25,000.00	25,000.00	25,000.00
			25,000.00	25,000.00	25,000.00
Training					
New Horizon	Technical training for IT staff. It is important for staff to keep current on technology trends and keep pace with ever evolving security threats.	3	10,000.00	10,000.00	10,000.00
			10,000.00	10,000.00	10,000.00
Data Center Rebuild Payment (298.906.000 Org)					
Dell	Year two of a five year financing deal through Dell to fund the county's 2019 datacenter upgrade. This technology houses the vast majority of the county's data and runs all virtual servers used throughout county operations.	4	175,000.00	175,000.00	175,000.00
			175,000.00	175,000.00	175,000.00
Infrastructure Rebuild (298.906.000 Org)					
Cisco	Year two of a five year financing deal through Cisco to fund the county's 2019/2020 infrastructure upgrade. This technology controls the backbone of the county's data network.	4	189,980.00	189,980.00	189,980.00
			189,980.00	189,980.00	189,980.00
Equipment (298.901.000 Org)					
Courtroom Technology Upgrade					
Third Coast Tech	Project will install new monitors, audio video controllers, and furniture for Probate courtroom.	4	22,000.00	22,000.00	46,000.00
			22,000.00	22,000.00	46,000.00
Public Safety Mobile device update					
Panasonic	Replace MCT device is Public Safety Vehicles	4	156,000.00	156,000.00	-
			156,000.00	156,000.00	-
Boardroom technology Update					
Third Coast Tech	Boardroom technology video recordings.	1	20,000.00	20,000.00	-
			20,000.00	20,000.00	-
Phone System Update Project					
CISCO Phone Replacement	In order for the county to comply with data encryption requirements, older model phones need to upgraded.	4	12,600.00	12,600.00	-
			12,600.00	12,600.00	-
Computer Replacements					

CDW-G	Replace aging laptops and desktop computers. Funding will be utilized to replace devices that do not meet BitLocker encryption standards. Hard drive encryption is a requirement of both CJIS and HIPAA standards. Many of these devices will be 6+ years old at the time of replacement.	3	339,915.00	339,915.00	-
			339,915.00	339,915.00	-
Building Connectivity					
Cable Concepts	Replacement of aging Fiber Optic cabling from Youth Facility to Animal Control and to Physical Plant building with wireless bridge that will give them adequate data connectivity to the rest of the county network.	4	12,000.00	12,000.00	42,000.00
			12,000.00	12,000.00	42,000.00
Network Redundancy and Disaster Recovery					
Recovery Server	Server for quick recovery during disaster	4	35,000.00	35,000.00	
Backup to Cloud	VEEAM back to Cloud solution using Wasabi	4	30,000.00	30,000.00	
Redundant Switch Power	Redundant Power Supplies for Switches	4	50,000.00	50,000.00	
			115,000.00	115,000.00	-
Laserfiche					
Laserfiche Web Portal	This would be new technology purchase. This would allow both staff and public the ability to access laserfiche document and fillable forms via the web.	2	65,000.00	65,000.00	
Additional Laserfiche Client Licenses	The county currently owns 220 Laserfiche client licensing's. Laserfiche usage has increased for county staff. As a result, there are an insufficient number of licenses available for use.	3	12,000.00	12,000.00	
			77,000.00	77,000.00	-
GIS					
GPS Data & Image Analysis Services					
Pix 4D Mapper	Software required to manipulate data & image analysis incorporated in the county's GIS.	3	5,000.00	5,000.00	
Cloud storage for data	Setup Cloud storage for GIS related data	3	11,000.00	11,000.00	
ArcGIS Image Analyst for ArcGIS Pro	Software used for change detection and image classification. This will assist in the automation of finding new or demolished buildings throughout the county between imagery collection periods.	4	2,000.00	2,000.00	
Leica Disto Meter	Quickly measure new building footprints and verify witness distances while collecting section corner data.	4	2,000.00	2,000.00	
Leica Customer Care Support	This would be a new purchase to keep software and hardware on current maintenance.	4	600.00	600.00	
GEO/GPS location & elevation evaluation tool	Tool for determining GEO/GPS coordinate findings	3	24,800.00	24,800.00	
ArcGIS Enterprise software upgrade	Upgrade to the ArcGIS Enterprise basic to standard licensing	4	41,000.00	41,000.00	
Geo Event Server					
ESRI	New server technology intended to be initially introduced in the public safety environment to perform predictive analysis for crime mapping and leverage central dispatch data to feed public facing web application for road closures and real time accident monitoring.	3	60,000.00	60,000.00	
			146,400.00	146,400.00	-
SIEM Network/Server Logging Solution for FOC auditing					
ManageEngine	A SIEM solution is a method of tracking and notification logging of all network/server activity and audit policy administration. It will be used to track and notify of any anomalous activity taking place within the network infrastructure.	4	18,000.00	18,000.00	
			18,000.00	18,000.00	-
Dept. Requests					
Animal Control					
Printer replacement	Replace aging printer	4	1,100.00	1,100.00	
Wireless bridge to building	Replace connection between Youth & AC Building	4	1,100.00	1,100.00	
Central Dispatch					
Printer replacement	Replace aging printer	4	2,800.00	2,800.00	
Misc	Head Set & Misc Technology Replacement	4	15,000.00	15,000.00	
Smartboard	Smartboard for Comm Trailer	4	3,500.00	3,500.00	

NetMotion upgrade	FIPS compliant VPN for Mobile devices	4	15,000.00	15,000.00
Public area Monitor	Monitor to display information for public in open area	4	2,100.00	2,100.00
Scanner	Replace aging scanner	3	1,800.00	1,800.00
<u>Circuit Court</u>				
Printer replacement	Replace aging printer	4	2,400.00	2,400.00
Microphones	Upgrade Microphones for Courtrooms	3	4,800.00	4,800.00
CDW-G	Cisco C899G-LTE-VZ-K9 Verizon Router for JIS Redundancy	3	4,500.00	4,500.00
<u>Circuit Court Probation</u>				
Printer replacement	Replace aging printer	4	800.00	800.00
<u>Community Development</u>				
Printer replacement	Replace aging printer	4	1,500.00	1,500.00
Scanner	Replace aging scanner	3	1,800.00	1,800.00
<u>Community Corrections</u>				
Printer replacement	Replace aging printer	4	1,500.00	1,500.00
Scanner	Replace aging scanner	3	2,700.00	2,700.00
<u>Construction Code</u>				
Printer replacement	Replace aging printer	4	1,000.00	1,000.00
Conference Room Monitor	Update aged TV in conference room	3	1,500.00	1,500.00
Scanner	Replace aging scanner	3	1,800.00	1,800.00
Online Permit Processing	Allow contractors to enter and track permits online	3	18,000.00	18,000.00
<u>Controller's Office</u>				
Conference Room Monitor	Add monitor in conference room for meetings	3	20,000.00	20,000.00
iPads for Commissioners	Replace aging iPads for Commissioners	3	4,600.00	4,600.00
<u>County Clerk</u>				
Printer replacement	Replace aging printer	4	4,000.00	4,000.00
Scanners	Replace aging scanners	3	3,600.00	3,600.00
<u>District Court</u>				
Printer replacement	Replace aging printer	4	4,600.00	4,600.00
Replacement Line Printer	Need a spare line printer	2	2,800.00	2,800.00
Scanners	Replace aging scanners	3	8,100.00	8,100.00
Microphones	Upgrade Microphones for Courtrooms	3	3,200.00	3,200.00
<u>Drain Office</u>				
Printer replacement	Replace aging printer	4	1,500.00	1,500.00
Replace iPads	Replace aging field work iPads	3	2,550.00	2,550.00
Scanners	Replace aging scanners	3	1,800.00	1,800.00
<u>Equalization</u>				
Printer replacement	Replace aging printer	4	1,500.00	1,500.00
Scanners	Replace aging scanners	3	1,800.00	1,800.00
ESRI Software	Update ESRI software	3	20,000.00	20,000.00
<u>Friend of the Court</u>				
Audit preparation services	Professional services to help with Audit preparation	3	18,000.00	18,000.00
Printer replacement	Replace aging printer	4	3,000.00	3,000.00
Scanners	Replace aging scanners	3	1,800.00	1,800.00
<u>Juvenile Court</u>				
Case Management Solution	Probations officers and Juvenile Court staff need a Case Management solution that is lacking in the current JIS solution	3	7,000.00	7,000.00
Printer replacement	Replace aging printer	4	3,000.00	3,000.00
Scanners	Replace aging scanners	3	2,700.00	2,700.00
<u>Parks & Recreation</u>				
Printer replacement	Replace aging printer	4	1,000.00	1,000.00
3D Laser Etching printer	Need to laser etch wood and other materials	3	4,500.00	4,500.00
Car Count Laser	Road car count laser tech	3	8,400.00	8,400.00
<u>Physical Plant</u>				
Printer replacement	Replace aging printer	4	1,600.00	1,600.00
Wireless bridge to building	Replace connection between Youth & AC Building	4	6,000.00	6,000.00
Door/HVAC Controller System	Updates to Door/HVAC Controller system	3	35,000.00	35,000.00
JCI solution update	Update hardware & software relating to JIC systems	3	14,500.00	14,500.00
Work Order System	Replace in-house Work Order System	3	15,000.00	15,000.00
Vanguard Software upgrade	Upgrade the Vanguard Door Access Software	3	5,500.00	5,500.00
SiPass software upgrade	Upgrade the Siemens SiPass software	3	3,500.00	3,500.00
<u>Probate Court</u>				
Printer replacement	Replace aging printer	4	1,300.00	1,300.00
Scanners	Replace aging scanners	3	2,700.00	2,700.00
<u>Prosecuting Attorney</u>				
Printer replacement	Replace aging printer	4	3,500.00	3,500.00
Scanners	Replace aging scanners	3	1,800.00	1,800.00
Interactive TV for Conf Room	Interactive TV for conference room communications	3	2,000.00	2,000.00

DVD Duplicators	Device to duplicate multiple DVDs	3	3,000.00	3,000.00	
External USB drives	High Speed USB external DVD drives	3	1,125.00	1,125.00	
Register of Deeds					
Printer replacement	Replace aging printer	4	3,300.00	3,300.00	
Resource Recovery					
Printer replacement	Replace aging printer	4	6,300.00	6,300.00	
Sheriff Department County					
Printers & Scanners	Replace aging printers and scanners	3	5,600.00	5,600.00	
Sheriff Department Delta					
Replace network cabling within Delta Building	The cabling is old and needs to be replaced	3	20,000.00	20,000.00	
Printers & Scanners	Replace aging printers and scanners	3	6,600.00	6,600.00	
Sheriff Department Jail					
Printer & Scanner update	Replace aging printers & scanners	3	7,100.00	7,100.00	
UPS for visitation controller	The visitation controller device is not currently on a UPS and has failed when power is lost.	3	2,400.00	2,400.00	
Fiber Optic Cabling	Fiber Optic Cabling through Jail for updated Security/Video	3	39,200.00	39,200.00	
Technology Services					
Network Tester kit	Network analyzer tool to identify cabling/switch issues	3	7,000.00	7,000.00	
Fiber Optic Cable Tester kit	Tool to identify Fiber Optic cabling/switch issues	3	12,800.00	12,800.00	
Kofax Power PDF	Replacement for expired Adobe Acrobat licenses	3	12,000.00	12,000.00	
Network & Temp sensors	Sensors that monitor the network closet temperature	3	4,800.00	4,800.00	
UPS upgrade	Network closet UPS replacements	4	10,000.00	10,000.00	
SQL user licenses	Licenses required for user access to SQL servers	3	52,000.00	52,000.00	
Cabling essentials	Fiber Optic Cabling to Youth	3	41,000.00	41,000.00	
Misc Cabling requirements	Requirements for cabling additions and changes	3	15,000.00	15,000.00	
Emergency Paging System	InformaCast emergency paging and notification system	3	28,000.00	28,000.00	
			583,775.00	583,775.00	-
Previous Year Expenditures not listed above					452,740.00
Total Expenses:			2,400,196.00	2,400,196.00	1,412,286.00
Revenues:					
Transfers In from other sources					
Central Dispatch 911 Millage			216,212.00	216,212.00	146,734.00
Treasurer's Office			6,808.00	6,808.00	6,696.00
Drain Office			9,148.00	9,148.00	9,036.00
Health Department			13,700.00	13,700.00	13,700.00
Law Library Fund			16,200.00	16,200.00	16,200.00
Construction Code			41,496.00	41,496.00	4,357.00
MIDC					3,630.00
Parks and Recreation					14,050.00
Aerial Planning Fund 234					
MMRMA				-	
Resource Recovery			13,564.00	13,564.00	848.00
Public Defender			3,496.00	3,496.00	
Register of Deeds Automation Fund			16,500.00	16,500.00	18,550.00
2018/19 Budgeted Inmate Classification (\$18,000) not used			-	-	18,000.00
Total Transfers In			337,124.00	337,124.00	251,801.00
Other Income					
Computer Fund Services			3,000.00	3,000.00	3,000.00
Sale of Fixed Assets			7,000.00	7,000.00	2,500.00
Reimbursements & Refunds			-	-	
Total Other Income			10,000.00	10,000.00	5,500.00
Total Revenue			350,620.00	350,620.00	257,301.00
General Fund Transfer In requirement			2,049,576.00	\$ 2,049,576.00	1,154,985.00

Original Request	Adjusted	Previous Year
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